



**DEPUTY UNDER SECRETARY OF DEFENSE FOR
LOGISTICS AND MATERIEL READINESS
3500 DEFENSE PENTAGON
WASHINGTON, DC 20301-3500**

JAN 30 2003

MEMORANDUM FOR SEE DISTRIBUTION

**SUBJECT: Transportation and Supply Chain Integration Professional Enhancement
Program (PEP) Nominations**

The purpose of this memorandum is to invite nominations for the combined Office of the Secretary of Defense (OSD) Transportation Policy and Supply Chain Integration 2003-2004 Professional Enhancement Program (PEP) which will commence on or about July 14, 2003. Nominations are due by March 1, 2003. After evaluation of nominee packets, the Assistant Deputy Under Secretary of Defense (ADUSD) (Transportation Policy) and (Supply Chain Integration) will confirm the selection of all candidates to their respective Service or Agency by the last week of March, 2003.

Currently in its 27th year, the PEP is a year-long, hands-on managerial development program under the direction of the Deputy Under Secretary of Defense (Logistics & Materiel Readiness). It is designed to enhance the career development of selected mid-level logistics professionals in the grades 0-4 and 0-5 and GS-12 to GS-14 who have demonstrated top-managerial potential.

In the past, the OSD transportation and supply PEP programs were recruited and administered separately. This year, we are combining the programs for two reasons:

- o To offer our PEPs the opportunity to experience senior level staff activity in all aspects of the Future Logistics Enterprise (FLE), which is the Department's strategic logistics transformation program that is focused on total life cycle systems management, end-to-end customer support, and enterprise integration.
- o To recognize that DoD has adopted an integrated enterprise approach to logistics that requires departing from functional or "silo" approaches in organizational culture.

The PEPs will be integrated into the OSD Transportation Policy and Supply Chain Integration office staffs for six months, working in policy formulation and evaluation. In addition, they will perform rotations in other senior headquarters elements such as the Services' Logistics staffs, the Services' Materiel Commands located in the National Capitol Region (NCR), the Defense Logistics Agency, the Military Traffic Management Command, or the Military Sealift Command. Nominating commands are encouraged to describe the training desired and may request emphasis on specific topics for their nominees, which we will attempt to accommodate to the greatest extent practicable.



Candidates for the program are expected to have demonstrated significant potential for advancement in the logistics career domain. Nomination packets should be carefully screened to ensure nominees meet this requirement.

We ask each of the Services' headquarters to submit at least two nominations. USTRANSCOM, USCG, and DLA may submit up to two nominees each. The Reserve and National Guard addressees may submit one nomination each.

Civilian nominations should include an updated SF 171, OF 612 or resume, the most recent performance appraisal and a signed copy of the training agreement (attachment 1). Military nominations should include a biographical summary, similar to the sample at attachment 2, which summarizes their assignment history and educational background. Civilian participants remain assigned to their parent organization for the PEP year. Military participants are assigned in accordance with their respective Service or command policy.

All expenses during the year are borne by the nominee's parent organization. Expenses include salary, official travel and per diem, transportation costs, and living expenses. Traditionally, organizations nominate candidates who are currently serving in or recently arrived in the NCR; therefore, the only incremental expense to the parent organization is travel and per diem costs associated with PEP trips to government and private sector logistics organizations outside the NCR. We estimate that these costs will not exceed \$5,000 per individual for the year.

The PEP program provides significant Headquarters-level experience and benefits to the participants, their Service/Agency and the Department of Defense logistics community as a whole. I encourage your strong support of this program to further the executive development of our future logistics leaders.

Additional information concerning the program is at attachment 3, or visit the PEP web site at http://www.acq.osd.mil/log/logistics_materiel_readiness/organizations/tp/html/tranmgt.html. My staff point of contact is COL Virginia Closs at (703) 601-4461, ext. 136 or e-mail virginia.closs@osd.mil.



Diane K. Morales

Attachments:
As stated

Distribution

ASSISTANT SECRETARY OF THE ARMY (MANPOWER & RESERVE AFFAIRS)
ASSISTANT SECRETARY OF THE ARMY (ACQUISITION, LOGISTICS, AND TECHNOLOGY)
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DEPUTY CHIEF OF STAFF FOR LOGISTICS (G-4), U.S. ARMY
DEPUTY CHIEF OF NAVY OPERATIONS, FLEET READINESS AND LOGISTICS (N-4), U.S. NAVY
DEPUTY CHIEF OF STAFF, INSTALLATIONS AND LOGISTICS, U.S. AIR FORCE
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COMMANDER, NAVAL RESERVE FORCE COMMAND
COMMANDER, AIR FORCE RESERVE COMMAND
COMMANDER, MARINE FORCES RESERVE

Copy Furnished Listing

DEPUTY CHIEF OF STAFF FOR OPERATIONS AND TRAINING, U.S. ARMY TRAINING AND DOCTRINE COMMAND
COMMANDING GENERAL, U.S. ARMY TRANSPORTATION SCHOOL AND FT. EUSTIS
COMMANDING GENERAL, U.S. ARMY QUARTERMASTER SCHOOL AND FT. LEE
VICE COMMANDER, AIR EDUCATION AND TRAINING COMMAND
DIRECTOR FOR LOGISTICS (J-4), JOINT STAFF
DIRECTOR, DEFENSE NUCLEAR AGENCY
DIRECTOR, DEFENSE INFORMATION SYSTEMS AGENCY
DIRECTOR, DEFENSE CONTRACT MANAGEMENT AGENCY
DIRECTOR, NATIONAL IMAGERY AND MAPPING AGENCY
DIRECTOR, NATIONAL SECURITY AGENCY
DIRECTOR FOR OPERATIONS (J3), U.S. TRANSPORTATION COMMAND
DIRECTOR FOR PLANS, POLICY, AND LOGISTICS (J5), U.S. TRANSPORTATION COMMAND
DIRECTOR FOR MANPOWER, PERSONNEL, QUALITY, AND INFORMATION MANAGEMENT (J1), U.S. TRANSPORTATION COMMAND
COMMANDER, DEFENSE LOGISTICS SUPPORT COMMAND, DEFENSE LOGISTICS AGENCY

DIRECTOR FOR SUSTAINMENT, DEPUTY CHIEF OF STAFF OF STAFF, G-4, U.S. ARMY
DIRECTOR FOR PLANS, OPERATIONS, AND READINESS, DEPUTY CHIEF OF STAFF OF
STAFF, G-4, U.S. ARMY
DIRECTOR FOR FORCE PROJECTION/DISTRIBUTION, DEPUTY CHIEF OF STAFF OF
STAFF, G-4, U.S. ARMY
DIRECTOR FOR PROGRAM DEVELOPMENT, DEPUTY CHIEF OF STAFF OF STAFF, G-4,
U.S. ARMY
DIRECTOR, LOGISTICS INTEGRATION AGENCY, DEPUTY CHIEF OF STAFF OF STAFF,
G-4, U.S. ARMY
DIRECTOR, SUPPLY PROGRAMS AND POLICY, DEPUTY CHIEF OF NAVAL
OPERATIONS (N41), U.S. NAVY
DIRECTOR, OPERATIONAL LOGISTICS/STRATEGIC MOBILITY, DEPUTY CHIEF OF
NAVAL OPERATIONS (N42), U.S. NAVY
DIRECTOR, NAVAL TRAINING (N79), U.S. NAVY
DIRECTOR, LOGISTICS READINESS, DCS (INSTALLATIONS & LOGISTICS), U.S. AIR
FORCE
DIRECTOR, RESOURCES, DCS (INSTALLATIONS & LOGISTICS), U.S. AIR FORCE
DIRECTOR, SUPPLY CHAIN INTEGRATION AND LOGISTICS TRANSFORMATION, DCS
(INSTALLATIONS & LOGISTICS), U.S. AIR FORCE
ASSISTANT DEPUTY COMMANDANT, FACILITIES & SERVICES, DEPUTY
COMMANDANT (INSTALLATIONS & LOGISTICS), U.S. MARINE CORPS
ASSISTANT DEPUTY COMMANDANT, PLANS POLICIES AND STRATEGIC MOBILITY,
DEPUTY COMMANDANT (INSTALLATIONS & LOGISTICS), U.S. MARINE CORPS
DIRECTOR OF LOGISTICS, AIR MOBILITY COMMAND
DEPUTY TO THE COMMANDER, MILITARY TRAFFIC MANAGEMENT COMMAND
ASSISTANT DEPUTY COMMANDER FOR BUSINESS OPERATIONS, MILITARY SEALIFT
COMMAND
PRESIDENT, DEFENSE ACQUISITION UNIVERSITY
COMMANDANT, JOINT FORCES STAFF COLLEGE

**DOD-WIDE TRAINING AGREEMENT FOR DEVELOPMENT OF
KEY TRANSPORTATION PERSONNEL OF THE DEPARTMENT OF DEFENSE**

TRAINEE'S NAME:

TRAINING ASSIGNMENT AS: Logistics Specialist
Office of the Assistant Deputy Under Secretary
of Defense (Transportation Policy)
Washington, DC 20301-3500

I. GENERAL OBJECTIVES:

- a. General Familiarization. The stated purpose of the Transportation Policy (TP) and Supply Chain Integration (SCI) Professional Enhancement Program (PEP) is:
 - 1. To make the participants more effective transportation/logistics managers through cross-training.
 - 2. To enhance career development patterns for mid-level management personnel engaged in transportation/logistics.
- b. A specific program to implement these general objectives for _____, involves rotational assignments as discussed below:
(Name)

**Office of Assistant Deputy Under Secretary of Defense (Transportation Policy)
ADUSD(TP) and Supply Chain Integration (ADUSD(SCI))**

Objective: To provide an opportunity to observe the nature and scope of actions taken by the Secretary of Defense in formulating policies in several transportation modes and logistic areas.

Trainee will participate in meetings held by the ADUSD (TP) and (SCI) or other staff members, with members of the logistics industry, high-level DoD logistic officials, and other government agencies. The intent is to provide a fuller understanding of the objectives of OADUSD (TP) and (SCI). The period of assignment will contribute to the career development of mid-level managers within the Defense logistics system and provide all participants with an excellent opportunity to demonstrate executive management potential.

Attachment (1)

Headquarters, United States Transportation Command (USTRANSCOM) and Air Mobility Command (AMC) Orientation Visit

Objective: To provide an opportunity to receive USTRANSCOM and AMC operational briefings and to observe the day-to-day operations of these commands.

Note: Selected trainees may be afforded the opportunity to participate in a rotational assignment to HQ USTRANSCOM, funded by the trainee's sponsoring organization.

Trainee will participate in a 2-3 day group orientation visit to Headquarters, USTRANSCOM and AMC at Scott Air Force Base, Illinois. Trainee's sponsoring organization will provide orders and funding for this orientation visit.

Headquarters, U.S. Army

Objective: To provide a broad understanding of Army Logistics Management with emphasis on supply, and transportation of cargo, passenger, non-tactical vehicles, and personal property.

Headquarters, U.S. Air Force

Objective: To provide a broad understanding of air logistics management with emphasis on cargo and passenger policy, budgeting, Service billing and contracting.

Headquarters, Defense Logistics Agency (DLA)

Objective: To provide a broad understanding of DLA logistic operations.

Service Materiel Commands (Army, Navy, Air Force or Marine Corps)

Objective: To provide a broad understanding of service materiel command logistic operations

Headquarters, Military Traffic Management Command (MTMC)

Objective: To gain familiarity with MTMC management and operations, and to provide a broad insight of traffic management problems in the areas of military traffic, land transportation, common-user ocean terminals, and intermodal containers.

Headquarters, Military Sealift Command (MSC)

Objective: To provide a broad understanding of MSC operations and insight into ocean transportation management problems, particularly in the areas of planning, contracting, and financial management.

II. OFFICIALS RESPONSIBLE FOR PROGRAM:

Assistant Deputy Under Secretary of Defense (Transportation Policy and Supply Chain Integration)

Director, Personnel and Security, Washington Headquarters Services

Director, Personnel, _____
(Trainee's Parent Organization)

III. FLEXIBILITY PROVISIONS:

When evaluation of trainee's progress indicates it is necessary, the training may be modified.

IV. EVALUATION OF TRAINEE'S PROGRESS:

The trainee's immediate supervisor at each training organization will evaluate the trainee's progress at the end of the rotational tour. All appraisals will be reviewed by the ADUSD(TP/SCI).

CONCUR:

(DATE) ADUSD(TP)

CONCUR:

(DATE) ADUSD(SCI)

CONCUR:

(DATE) TRAINEE

APPROVED:

(DATE) TRAINEE'S SUPERVISOR

APPROVED:

(DATE) DIRECTOR, PERSONNEL SECURITY
WASHINGTON HEADQUARTERS SERVICES

BIOGRAPHICAL SUMMARY

Date

SMITH, John A., (SSN)

Rank/Specialty/Branch:

Date and Place of Birth:

Home Address:

Present Assignment:

Total Years of Service:

Military Education:
(list school and date completed)

Completed

Educational Degrees:

Year Received

Decorations, Service Medals, and Badges:

Chronological Record of Duty Assignments:

From

To

(List Organization, address, position

Date

Date)